**M I N U T E S**

# PLANNING BOARD

## January 10, 2017 at 7:00 p.m.

***115 Pleasant Street, Gardner, MA***
***Room 203, Robert L. Hubbard Conference Room***

**Members present**: Allen L. Gross-Chairman, Robert J. Bettez-Sr. /Vice-Chairman, Robert Swartz-Member, and Trevor Beauregard-Director/City Planner.

***Members absent***: *Mark Schafron, and Laura Casker*.

**Also present:** Robert Hankinson and Chris Coughlin-Engineering, Dane Arnold- City of Gardner DPW Director, Bill Capone-Bayside Engineering, Andrew Mansfield-Gardner News, and Christine Fucile.

**ANNOUNCEMENT** - ***Any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the Chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the*** meeting. ***Any person intending to make such recording shall notify the Chair forthwith. All Documents referenced or used during the meeting must be submitted in duplicate to the Director of Community Development & Planning pursuant to the Open Meeting and Public Records Law. All documents shall become part of the official record of the meeting.***

***A. Gross called the meeting to order at 7:15 p.m. immediately after the Public Meeting.***

### 1. MINUTES:

**Vote to approve Minutes:**

- ✓ *Public Meeting of October 11, 2016.*
- ✓ *Regular Meeting of October 11, 2016.*

***Motion to accept and approve Planning Board Regular minutes as presented.***
***R. Bettez/R. Swartz.*** ***Vote-All in favor.***

### 2. OLD BUSINESS:

#### 2.1 Complete Streets

***T. Beauregard*** reported that he is still waiting for a response from the State regarding the prioritization plan and scope which was submitted to them a few months back for approval.

#### 2.2 Derby Drive

***T. Beauregard*** explained that all bids were submitted, but since the bids came in over-budget, a request was referred to MassWorks to approve a transfer of funds from a MassWorks grant on Mill Street, which came in under budget, to the Rear Main Street MassWorks grant.

#### 2.3 Wilder Brook Estates

***T. Beauregard*** commented that there is no update at this time.

3. NEW BUSINESS:

**3.1 Zoning Ordinance Update**

***T. Beauregard*** explained that he currently has one proposal from a consultant for the recodification for the zoning ordinance, but still waiting for a few more inquiries from other consultants.

***T. Beauregard*** further explained that once three cost proposals are received, a decision can be authorized after review of the proposals.

***Mr. Gross*** inquired as to when the review meetings will begin, and T. Beauregard responded that as early as next month.

**3.2 City of Gardner/DPW--Definitive Site Plan - *Vote***

Mr. Gross asked if the Board had any issues or concerns with the definitive plan.

There being no objections, Mr. Gross asked for a motion.

***Motion to approve the definitive plan as presented.***

***R. Bettez/R. Swartz.*** ***Vote-All in favor.***

**3.3 GFA petition to rezone 229 Parker Street**

***T. Beauregard*** clarified that the City Council received a request from the Gardner Franco Credit Union located at 229 Parker Street, to rezone a portion of their property which is currently half zoned commercial 2 and half zoned general residential 3.

The "Use" will remain the same, just the map will need to be amended to show that the entire parcel is commercial 2.

***Motion to send notification back to the City Council with the Planning Board's recommendation that the City Council amend the zoning map of the City of Gardner to reflect the rezoning of a portion of the parcel of land located at 229 Parker Street from General Residential 3 to Commercial 2. Also, recommend the City Council and Planning Board hold a joint public hearing at the earliest convenience of the City Council.***

***R. Bettez/R. Swartz.*** ***Vote-All in favor.***

**3.4 Recreational Marijuana delay discussion**

***T. Beauregard*** provided an email he received pointing out some preliminary new date extensions, and wanted to make the Board aware of this.

***T. Beauregard*** recommends this should be looked at over the upcoming year and possibly include in the recodification.

**3.5 ANR Signatories**

***T. Beauregard*** explained that since Mr. Hankinson is retiring, will need to include Chris Coughlin, Assistant City Engineer, to the ANR signatories in order to review and approve ANR plans for the Registry of Deeds signature list.

***Motion to appoint Chris Coughlin, Assistant City Engineer, as ANR signatory to replace Mr. Hankinson upon retiring.***
***R. Bettez/R. Swartz.*** ***Vote-All in favor.***

**4. Announcements, News Articles, Events:**

- ✓ ***Mr. Gross*** thanked Mr. Hankinson for an excellent job as City Engineer for the past 15 years for the City of Gardner.
- ✓ 2017 Meeting Schedule presented.
- ✓ Next Planning Board meeting February 14, 2017.
- ✓ Gardner News articles presented.

**Adjournment**
***Motion to adjourn.***
***R. Bettez/R. Swartz.*** ***Vote -All in favor.***

***The meeting adjourned at 7:30 p.m.***

*All documents referenced or used during the meeting are part of the official record and are available in the Department of Community Development and Planning pursuant to the Open Meeting and Public Records Law.*